

East Providence Housing Authority

REGULAR MEETING

September 15, 2009

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at Harbor View Manor. The meeting was called to order at 5:00PM by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Paul Tavares and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Commissioners, Antero Braga, John Faria, Dorothy Tillou, Lynn Vargas and Director Paul Tavares. Commissioners, Marianne Barao and Anthony Palumbo were excused.

APPROVAL OF MINUTES:

Regular Meeting – June 16, 2009, Motion by Commissioner Braga to accept the minutes as presented, Second by Commissioner Faria. All Commissioners voted aye.

PRESENTATIONS:

By Paul Tavares:

7/31/09 – Ten (10) Month Financial Report, Motion by Commissioner Faria, Seconded by Commissioner Braga to accept as presented, motion carried.

2009 Accounts Receivable Write Offs - \$5,252.21, Motion by Commissioner Braga, seconded by Commissioner Vargas to approve the recommended write offs. Motion passed unanimously.

2010 Budget, Commissioner Faria moved and Commissioner Tillou seconded a motion to approve the 2010 budget as presented. Motion carried.

DIRECTOR'S REPORT:

- Director Tavares updated the commissioners as to the progress of the elevator restoration project. He reminded them that the total projected cost was \$880,000.00 of which \$695,729.00 was approved in the federal stimulus grant. The balance of \$184, 271.00 would come from the 2008 capital fund. The project is going well. One car is completed and they have commenced restoration of the second one. He alerted the commissioners to the fact that the State of RI elevator inspector raised two issues, incidental to the renovation project. One was the lack of a drainage sub pump in the bottom of the elevator shaft and the second is having ventilation in the pent house. We are appealing both issues as this is a preexisting structure and we believe that we should be exempt. He will advise the commissioners as to the outcome of our appeal.
- The Director then reported that he had submitted a total of five grant requests for additional federal stimulus funds totaling \$2,005,600.00. Three were for use at Harbor View and two for Goldsmith Manor. The purpose would be to combine small efficiency apartments with the adjacent unit to form a larger fully UFAS (uniform federal accessibility standards) compliant unit. Grant regulations permit only one approved grant per project so we understand that all five requests would not be approved. Our hope is that we may receive one approved grant per project.
- The Director then presented and explained an updated "Home Ownership Project" report. He reported that 15 duplex properties have been sold since the inception of the program in 2002. We still own ten (10) properties or a total of 20 units. Included in the report was the sale price of each property and the amounts of the first and second mortgages. He reminded the commissioners that the second mortgage to the EPHA could be forgiven if the property owners met certain conditions and retained ownership of the property for 30 years. He advised the commissioners that they should be cognizant that they may be called to buy out a first mortgage should a homeowner ever default.

A motion was made by Commissioner Vargas and seconded by Commissioner Tillou to accept the Executive Directors report as presented. Motion was approved unanimously.

PUBLIC HOUSING VACANCY REPORT

Lori Pontus reported that there are 11 vacant units and a total of 274 individuals on the waiting list. There are 4 applicants waiting who have three preferences, 19 with two, 90 with one and 157 with zero preference. After several questions, Commissioner Braga moved and Commissioner Faria seconded a motion to accept the Vacancy Report as presented. Motion carried.

SECTION 8 OCCUPANCY REPORT

Director Tavares reported that Terry Correia was at a training session and unable to attend this meeting. Her written report was presented and the commissioners were asked to hold any particular questions to the next meeting. A motion by John Faria and seconded by Antero Braga was made to accept the Section 8 Report as presented. Said motion was approved unanimously.

PAID BILL REPORT

Commissioner Faria moved and Commissioner Vargas seconded a motion to approve the June, (\$301,122.93) July, (\$324,266.61) and August, (\$103,749.04) Paid Bill Reports. All Commissioners voted in favor.

UNFINISHED BUSINESS:

None

REQUISITIONS:

A motion was made by Commissioner Faria and seconded by Commissioner Braga to ratify the payments to Atlantic Elevator South, Inc. in the amounts of \$111,285.00 and \$103,500.00. These payments were related to the elevator restoration project. On a roll call vote, all commissioners voted aye.

RESOLUTIONS:

#460 to revise resolution #458 for the actual Capital Fund Budget for 2009 grant funding amount from \$549,635.00 to \$587,965.00. Motion by John Faria, seconded by Dorothy Tillou to approve, motion passed unanimously.

#461 Authority to amend Chapter 8 of the Section 8 Administrative Plan, specifically, to require landlords to conform to the RI Lead Hazard Mitigation Law by producing a Certificate of Conformance for the unit to be leased. John Faria moved and Antero Braga seconded a motion to approve this resolution. The motion carried.

NEW BUSINESS

None

ADJOURNMENT

Commissioner Braga moved and Commissioner Tillou seconded a motion to adjourn the meeting at 5:50PM. Said motion was approved.

Respectfully submitted,

Paul J. Tavares
Executive Director/Secretary